

MANUAL: FOM 801, Health Services for Foster Children	JOB AID
SUBJECT: Well Child Exam Forms	03/13/12 New Issue
Contact Office: Leslie Adams DHS Health, Education, Youth Unit (517) 335-0988 AdamsL4@michigan.gov	Partial Revision Complete Revision

Overview

The age specific Well Child Exam form provides documentation of the 30-day initial and all other required (periodic and annual) medical exams for foster children. There are 17 DHS Well Child Exam forms corresponding to the federal Early Periodic Screening, Diagnosis, and Treatment (EPSDT) Program requirements and the American Academy of Pediatrics (AAP) and Bright Futures guidelines. Each form is specific to the well child standards for age and periodicity schedule.

Well Child Forms

FORM Title	Form Number DHS-	FORM Title	Form Number DHS-	FORM Title	Form Number DHS-
WELL CHILD EXAM- INFANCY: Newborn –1 Week Visit	580	WELL CHILD EXAM- EARLY CHILDHOOD: 12 Months	1639	WELL CHILD EXAM-MIDDLE CHILDHOOD: 6 – 10 Year**	381
WELL CHILD EXAM- INFANCY: 4 Weeks	579	WELL CHILD EXAM- EARLY CHILDHOOD: 15 Months	1640	WELL CHILD EXAM – EARLY ADOLESCENCE: 11 - 14 Year**	1636
WELL CHILD EXAM- INFANCY: 2 Months	583	WELL CHILD EXAM- EARLY CHILDHOOD: 18 Months	1631	WELL CHILD EXAM – ADOLESCENCE: 15 - 18 Year**	1637
WELL CHILD EXAM- INFANCY: 4 Months	581	WELL CHILD EXAM- EARLY CHILDHOOD: 2 Years	1632	**Well Child Exam is required yearly.	
WELL CHILD EXAM- INFANCY: 6 Months	1641	WELL CHILD EXAM- EARLY CHILDHOOD: 30 Months	1633		
WELL CHILD EXAM- INFANCY: 9 Months	1638	WELL CHILD EXAM- EARLY CHILDHOOD: 3 Year	1634		
		WELL CHILD EXAM- EARLY CHILDHOOD: 4 Year	1642		
		WELL CHILD EXAM- EARLY CHILDHOOD: 5 Year	1635		

NOTE: Children age 3 and under, must receive the EPSDT/well child exam according to the period intervals indicated on the forms. The periodicity schedule for all children ages 3 and under requires a Well Child Exam more than one time per year.

Process

The Well Child Exam form consists of four separate sections:

- Physical Exam.
- Developmental surveillance or validated developmental screening.
- Mental health screening for foster children.
- Parent information handout (provided to the parent/caregiver at the medical exam).

The DHS Well Child Exam forms are an exact replication of the Well Child Exam forms from the MSU Institute of Health Care Studies (IHCS) EPSDT Clinician Toolkit, available to healthcare providers on-line. The medical provider may utilize either the DHS or IHCS Well Child Exam form. For medical practices employing electronic records, a printout of the EPSDT results may be attached to the form, as long as all required information indicated within the form is specified on the electronic record copy.

The information regarding the physical exam, development surveillance/screening and foster child mental/behavioral health screening is completed by the physician's office.

Worker Role

The foster care worker:

- Informs the child's foster parent, relative or unrelated caregiver of the medical requirements and timeframes for completion of the child's medical exams.
- Provides the age-appropriate Well Child Exam form to the health care provider or child's caregiver.
- Reviews the completed form to ensure all required components and specific information is documented.
- Contacts and/or returns incomplete Well Child Exam forms to the physician's office detailing the missing information and requesting completion.
- Files the completed Well Child Exam form in the medical section of the child's case file.